



504 E. 27TH, BRYAN, TEXAS 77803-4025

January 21, 2003

Mr. Randy Brumley  
Community Development Administrator  
City of College Station  
P.O. Box 9960  
College Station, Texas 77842

Dear Mr. Brumley:

This is to request the two lots located at 1203 and 1205 Arizona Street, in the City of College Station be donated to the Brazos Valley Community Action Agency (BVCAA).

BVCAA will construct two houses, each with approximately 1100 square feet or comparable square footage to the lot size. These houses will be brick, each with an attached garage. The houses will be equipped with energy efficient appliances and incorporate other measures to assure energy efficient maintenance. These homes will be marketed to low/moderate income families in the City of College Station.

BVCAA will work with the City of College Station Community Development Program to secure down payment assistance, and the houses will be priced comparable so low/moderate income families can afford them.

It is BVCAA's intent to begin construction of these two houses as soon as the lots are transferred to BVCAA.

We thank the City of College Station Community Development Program for considering our request for these lots and appreciate the opportunity to work with the City of College Station in making attractive, energy efficient, low/moderate income housing available to the citizens of the City.

Sincerely,

A handwritten signature in blue ink, reading 'Betty J. Steelman'. The signature is written in a cursive, flowing style. The first name 'Betty' is written in a smaller, more compact script, while 'J. Steelman' is written in a larger, more expansive script. The signature is positioned above the printed name and title.

Betty J. Steelman  
Lead Administrator